

**Board of Selectmen's Meeting Minutes**  
**July 26, 2007**  
**Harpswell Town Office**  
*Approved on August 9, 2007*

**Page 1 of 4**

**Selectmen Present:** Amy N. Haible, James S. Henderson and Chairman Samuel W. Alexander

**Staff Present:** Kristi K. Eiane, Town Administrator and William Wells, Code Enforcement Officer

**Call to Order and Pledge of Allegiance:** The meeting was called to order by Chairman Alexander at 6:30 p.m. with the Pledge of Allegiance. The meeting was videotaped and broadcast live on Harpswell Community Television.

**1. Adoption of the Agenda:** Chairman Alexander moved, seconded by Selectman Haible to delete item 12; motion passed 3-0. Chairman Alexander moved, seconded by Selectman Henderson to add item 12: Discussion regarding assessment valuations; motion passed 3-0. Chairman Alexander moved, seconded by Selectman Haible to add item 10a: Dolphin Marina liquor license; motion passed 3-0. Selectman Haible moved, seconded by Chairman Alexander to add item 10b: Harpswell Neck Scouting Association Request; motion passed 3-0. Chairman Alexander moved, seconded by Selectman Haible to adopt the agenda as amended; motion passed 3-0.

**2. Town Administrator's Report:** Administrator Eiane announced that the Harpswell Neck Fire Department applied for a grant through the Town's workers' compensation program and was awarded \$335.21 for equipment used in directing traffic such as cones.

**3. Selectmen's Announcements:** Chairman Alexander reported that he participated in a tour of Birch Island with Administrator Eiane, Harpswell Neck Fire Chief, David Mercier, Harbormaster Jim Hays, and two representatives of the Cumberland County Sheriff's Department. The purpose of the visit was to meet with the property owners and discuss public safety issues; including how to best provide emergency services to all Town islands. Administrator Eiane will continue to work with Dick Snow, who is representing the islanders, to formulate a plan for emergencies including appropriate contact numbers.

**4. Old Business:** There was no old business discussed.

**5. Mitchell Field Update:** Judith Redwine, chair of the Mitchell Field Committee, encouraged everyone to attend the 3<sup>rd</sup> master planning process forum where all the ideas for use of the field will be pulled together into a draft master plan. Ms. Redwine requested that the Town's negotiation team, working on the Washburn & Doughty proposal, keep a comprehensive plan in their considerations during negotiations. Ms. Redwine explained that there have been a lot of ideas regarding use on the shore front, including decreasing the acreage requested by Washburn and Doughty. The Committee intends to write a letter to the negotiation team containing the different ideas and requesting that the master plan be kept in mind. Selectman Henderson inquired when the Committee believes the master plan will be finalized; Ms. Redwine indicated early September. Selectman Haible requested that a preliminary or draft plan be provided to the Selectmen as soon as possible for use and consideration during the negotiations.

**6. Wharf Application for Holbrook Community Foundation, Map 64, Lot 42, 984 Cundy's Harbor Road:** William Wells, Code Enforcement Officer, explained that this application is for a commercial use and has been approved by the Planning Board. Mr. Wells explained there was an initial concern regarding the sideline setback which was resolved upon receipt of a survey. Mr. Wells explained the Code Office will place two conditions on the permit: 1. require an "as built survey" and 2. the existing wharf be removed as soon as possible. Mr. Wells stated that there have been no negative comments received regarding the proposal. Chairman Alexander moved, seconded by Selectman Haible to approve the application as it doesn't extend

within a navigable waterway and it doesn't interfere with the public's right to the intertidal zone anymore than presently or with the riparian rights of the abutters; motion passed 3-0.

**7. SAD #75 Update from Harpswell School Board Members:** Joanne Rogers, School Board Member, reported that on July 17, representatives from surrounding communities met to discuss opportunities to regionalize services and/or consolidate. Ms. Rogers stated that Jim Rier clarified at the meeting that there are no provisions in the law for towns to leave districts during consolidation as the withdrawal process no longer exists in the law. Locally, SAU's (School Administrative Units) are investigating potential consolidation partners and options for regionalization of services (such as special education, athletics, payroll, bulk purchasing, legal fees etc.) SAU's must complete and upload their budget to the State for approval and SAD 75 has completed this process. Ms. Rogers stated SAD 75 is actively pursuing consolidation partners and is interested in efforts to regionalize services although it could stand alone as it meets the student population criteria and is classified as one of the five high performing school districts in the State. Ms. Rogers provided a summary of how surrounding schools are investigating options. SAU's must submit a Notice of Intent by August 31 to the Commissioner of Education and a proposed reorganization plan by December 1. The commissioner will notify the SAU's by December 15 if the plan meets the requirements of the law. Ms. Rogers reviewed the process to which the reorganization plan must be accepted by voters and the deadlines involved. Ron Lavender, Business Manager for SAD 75, presented figures on how the new local cost sharing formula is calculated and affects the current SAD 75 under the SAU law. Mr. Lavender reviewed the financial impacts of the SAU law including debt service. Mr. Lavender also presented figures on how SAD 75 would be affected as a SAU if Lisbon is included in the consolidation. Mr. Lavender explained the budget implications on all SAU's such as decreases in administrative and transportation costs. Mr. Lavender's figures are attached as further reference. Selectman Haible expressed her wishes that the Board be kept involved in this process.

**8. Southern Mid-Coast Chamber of Commerce Presentation:** Heather Collins, president of Southern Mid-Coast Chamber of Commerce, stated that the Chamber has over 700 members from 16 communities, including Harpswell. Ms. Collins explained the Chamber promotes education through workshops they offer such as small business topics, effective emailing, tourism, website etc. and monthly breakfasts that highlight different subjects. Ms. Collins explained the Chamber also offers legislative advocacy and marketing for the region and works with other agencies to promote the region. The Chamber's website ([www.midcoastmaine.com](http://www.midcoastmaine.com)) highlights different marketing targets in the region and briefly describes each of the member Towns. Ms. Collins stated the Chamber is currently focusing on the closure of the Brunswick Naval Air Station and working to assist local businesses with the potential impacts. Ms. Collins stated the Chamber offers health insurance for businesses with up to 50 employees that may reduce health insurance costs.

**9. Nominees to Serve on the Midcoast Regional Redevelopment Authority Board of Trustees:** Chairman Alexander moved, seconded by Selectman Haible to forward the names and questionnaires of all three applicants, Scott Howard, Alfred Austin and Heather Collins, to the Regional Redevelopment Authority for their review and selection; motion passed 3-0. The Board agreed that when the nominations are forwarded to the State, the cover letter strongly advocate that at least one person from Harpswell be selected.

**10. Fishing Families Request for Use of Mitchell Field:** Tom Allen, representative of Fishing Families, explained that the purpose of the shore dinner is to raise money for annual scholarships they offer. Chairman Alexander moved to approve the Fishing Families application and waive the per person fee subject to two conditions: 1. the Town must receive proof of insurance and 2. the Town receive a copy of their public financial statement; motion passed 3-0.

**10a. Consider Dolphin Marina Renewal License for Malt and Vinous:** Administrator Eiane reported there are no incident reports from the Cumberland County Sheriff's Department and no known code violations. Chairman Alexander moved, seconded by Selectman Henderson to approve the license; motion passed 3-0.

**10b. Harpswell Neck Scouting Association Additional Request for Use of Mitchell Field:** Chairman Alexander moved, seconded by Selectman Haible to amend the Board's approval of the previous application on June 15 to include a second date of August 18; motion passed 3-0.

**11. Consider Request to Designate Portion of Great Island Boatyard For Military Redevelopment Zone:** Mr. Rowe, owner of Great Island Boatyard, explained that he has applied with the State of Maine Economic and Community Development for the Pine Tree Zone status that offers economic incentives that reduce expenses of new jobs and of new capital projects. The Boatyard has committed to create 10 new jobs over the next five years which will grow from the current employment of 22 which will pay a minimum of \$40,000 per year per job. These new jobs come from a new business plan that includes a new rigging shop, new indoor space for service and storage and a new division that will build the hulls for a specialty line of sailboats. Mr. Rowe explained he has received Planning Board approval for this business plan and the State's preliminary approval for the Pine Tree Zone and what is needed is the designated acreage. The request is to use 4 of the designated acreage from Mitchell Field for the Great Island Boatyard site for this plan. Administrator Eiane reviewed the draft policy for addressing requests for designation of Military Redevelopment Zone. Mr. Rowe explained he is applying for the Pine Tree Zone, which is a subset of Military Redevelopment Zone, and in order to achieve these benefits, Great Island Boatyard needs this designation. Chairman Alexander moved, seconded by Selectman Haible to schedule a public hearing to consider this issue at the August 9 meeting at 7:00 and to solicit input from the Mitchell Field Committee; motion passed 3-0.

**12. Discussion of Assessment Valuations:** Chairman Alexander stated the Selectmen attended a meeting with Curt Lebel, Town's contracted Assessor, regarding assessment value for Harpswell and how the market to assessment ratio value need be modified. Assuming the current budget and that the Mr. Lebel's recommendations are implemented, the Town's mill rate would be approximately \$5.50. Without the valuation adjustment, the mill rate is expected to be approximately \$6.10. Chairman Alexander referenced Mr. Lebel's memo that listed pros and cons for implementing the valuation changes for this current year assessment. Selectman Haible explained that some areas of Town are undervalued and some overvalued and the Assessing Office is recommending adjusting the valuations to be more accurate which would restore equity between properties. Selectman Haible stated she is in favor of providing more notice to taxpayers and proposed including an insert with the tax bills this year to inform the public that adjustments will be forthcoming. Chairman Alexander expressed his desire to delay the valuation adjustments until next year as it could affect Harpswell's required school funding. Selectman Henderson expressed his concern about delaying this for another year as some taxpayers will be required to pay more than necessary this year in taxes. Chairman Alexander moved, seconded by Selectman Haible to delay implementation of the assessment changes recommended by Curt Lebel and that the Town Administrator draft a letter explaining potential changes for next year; motion passed 2-1 (Selectman Henderson opposed).

### **13. Committees**

- **Assignments:** Selectman Henderson moved, seconded by Chairman Alexander to appoint Stephanie Miele to the Town Lands Committee; motion passed 3-0.
- **Mission Statement:** Administrator Eiane explained the statement the Board approved at the last meeting did not have a few of the Committee's changes incorporated and is therefore being brought back to the Board for review. Chairman Alexander moved, seconded by Selectman Haible to adopt the Budget Advisory Committee mission statement; motion passed 3-0.

**14. Authorization of the Warrant:** Kristi Eiane, Town Administrator recommended approval of Warrants 37, 38, 39 and Payroll Warrant 34. Selectman Haible moved, seconded by Chairman Alexander to approve Warrant 37 for \$171,165.60, Warrant 38 for \$-356.50, Warrant 39 for \$360.80; motion passed 3-0. Chairman Alexander moved, seconded by Selectman Haible to approve Payroll Warrant 34 in the amount of \$14,459.85; motion passed 3-0.

**15. Approval of the Minutes:** Chairman Alexander moved, seconded by Selectman Haible to approve the minutes of June 14, July 3, July 6 and July 10 as printed; motion passed 3-0. Chairman Alexander moved, seconded by Selectman Haible to approve the minutes of June 28 and July 12 as printed; motion passed 3-0.

**16. Public Comment:** Alfred Austin commented on the school consolidation issue and spoke in favor of Harpswell partnering with similar communities such as Brunswick and Freeport. The Board discussed how the new legislation prohibits school administrative districts from separating but agreed that Harpswell could still talk to other Towns.

**17. Adjournment:** Chairman Alexander moved to adjourn. The meeting was adjourned by unanimous vote at 9:05 p.m.

Respectfully Submitted,

Terri-Lynn Sawyer

Attachments: Budget Committee Mission Statement  
Cost Sharing Comparisons (prepared by Ron Lavender)